

Chicago Distribution Center

Requesting a New CISPUB User Account

To have a new CISPUB User account created, someone with existing CISPUB access from the new user's press must make the request. The following steps outline this procedure:

- Access CDC Reporting Site <http://cdsw.uchicago.edu>
- Login using your CISPUB credentials
- Under the section Connection Selections, click User Access Modification Request
- Select your Press name from the dropdown list
- Click New User Creation then click Submit
- Fill out information on the form and click Submit
- Your request will be emailed to the CDC IT Department for completion
- Within 1-2 business days access credentials will be emailed to the new user